



LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH
550 S. VERMONT AVE., LOS ANGELES, CA 90020 HTTP://DMH.LACOUNTY.GOV



MARVIN J. SOUTHARD, D.S.W.
Director

ROBIN KAY, Ph.D.
Chief Deputy Director

RODERICK SHANER, M.D.
Medical Director

March 19, 2015

TO: Each Supervisor

FROM: Marvin J. Southard, D.S.W.
Director

SUBJECT: **NOTICE TO REQUEST AN INCREASE IN THE DELEGATED
AUTHORITY PERCENTAGE IN A BOARD LETTER TO APPROVE
AWARD FUNDING TO EXISTING LEGAL ENTITY CONTRACTORS
FOR THE PROVISION OF PROJECTS FOR ASSISTANCE IN
TRANSITION FROM HOMELESSNESS PROGRAMS FOR FISCAL
YEARS 2014-15 THROUGH 2016-17**

This memorandum is to comply with Board Policy Manual, Section 5.120, Authority to Approve Increases to Board-Approved Contract Amounts. The Policy mandates that any department requesting a percentage increase in delegated authority exceeding ten percent of the total contract amount must provide a detailed justification and advance written notice to your Board, with a copy to the Chief Executive Officer, at least two weeks prior to the Board meeting at which the proposed contract is to be presented.

The Department of Mental Health (DMH) requests an additional ten percent for a total of twenty percent delegated authority for five Legal Entity (LE) Agreements: 1) Mental Health America of Los Angeles; 2) San Fernando Valley Community Mental Health Center; 3) Step Up on Second Street; 4) Ocean Park Community Center; and 5) Southern California Health and Rehabilitation Program. This authority will allow DMH to add funding to these Agreements for the provision of Projects for Assistance in Transition From Homelessness (PATH) program services. These five LE contractors were identified as qualified agencies through a Request For Proposal for the provision of PATH services.

Should there be the need to exceed the requested twenty percent delegated authority, DMH will return to your Board with a request for authority to amend the LE Agreement accordingly.

Each Supervisor
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If you have any questions or concerns, please contact me, or your staff may contact Richard Kushi, Chief, Contracts Development and Administration Division, at (213) 738-4684.

MJS:DM:RK:cp

c: Acting Executive Officer, Board of Supervisors
 Interim Chief Executive Officer
 County Counsel
 Robin Kay, Ph.D.
 Dennis Murata, M.S.W.
 Deputy Directors
 District Chiefs
 Kimberly Nall
 Richard Kushi
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